

# Agenda

## CABELL COUNTY BOARD OF EDUCATION

### HUNTINGTON, WEST VIRGINIA

March 20, 2018

5:30 P.M.

**5:00 P.M. – RECEPTION – NATIONAL BOARD CERTIFIED TEACHERS**

**5:30 P.M. - PUBLIC HEARING – 2018-2019/2019-2020 SCHOOL CALENDARS**

#### **1000. INFORMATIONAL ITEMS**

- 1086. RECOGNITIONS: NATIONAL BOARD CERTIFIED TEACHERS
- 1087. PUBLIC HEARING: PROPOSED 2018-2019/2019-2020 SCHOOL CALENDARS
- 1088. UPDATE: INSTRUCTION AND LEADERSHIP SERVICES
- 1089. UPDATE: OPERATIONS
- 1090. COMMUNICATIONS FROM THE SUPERINTENDENT
- 1091. DELEGATIONS TO BE HEARD

#### **2000. MINUTES, CONTRACTS, POLICIES, AND OTHER ITEMS**

- 2160. BOARD MEETING MINUTES
- 2161. CHANGE ORDER #006 FOR BARBOURSVILLE MIDDLE SCHOOL - DAN HILL CONSTRUCTION
- 2162. NETWORK SERVICES CONTRACT – FRONTIER BUSINESS
- 2163. CHANGE ORDER #001 FOR CABELL MIDLAND HIGH COOLING TOWER - DOUGHERTY CONSTRUCTION COMPANY
- 2164. ATTENDANCE FULL DAY EXEMPTION FOR 2017-2018 SCHOOL YEAR
- 2165. MEAL SUPERVISION AGREEMENT CONTRACTS
- 2166. SCHOOL TRIP REQUEST – CABELL MIDLAND HIGH SCHOOL
- 2167. SCHOOL TRIP REQUEST – COX LANDING ELEMENTARY SCHOOL
- 2168. SCHOOL TRIP REQUEST – EXPLORER ACADEMY
- 2169. SCHOOL TRIP REQUEST – HITE-SAUNDERS ELEMENTARY SCHOOL
- 2170. APPROVAL OF 2017-2018 CALENDAR REVISION

#### **3000. FINANCIAL**

- 3044. TREASURER'S REPORT – FEBRUARY, 2018
- 3045. VOUCHERS PAYABLE – FEBRUARY, 2018
- 3046. APPROVAL OF TRAVEL EXPENSE REIMBURSEMENT FOR BOARD MEMBERS
- 3047. BUDGET SUPPLEMENTS
- 3048. BUDGET TRANSFERS

**4000. PERSONNEL**

**PROFESSIONAL PERSONNEL:**

- 4155-P. RESIGNATION(S) – PROFESSIONAL PERSONNEL
- 4156-P. REQUEST(S) FOR LEAVE OF ABSENCE – PROFESSIONAL PERSONNEL
- 4157-P. EMPLOYMENT(S) – PROFESSIONAL PERSONNEL
- 4158-P. TRANSFER(S) – TEACHER – PROFESSIONAL PERSONNEL
- 4159-P. TRANSFER(S) – ADMINISTRATOR – PROFESSIONAL PERSONNEL
- 4160-P. RESIGNATION(S) – EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL
- 4161-P. EMPLOYMENT(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL
- 4162-P. EMPLOYMENT(S) – COACHING – PROFESSIONAL PERSONNEL

**SERVICE PERSONNEL:**

- 4099-S. REQUEST(S) FOR LEAVE OF ABSENCE – SERVICE PERSONNEL
- 4100-S. EMPLOYMENT(S) – EXTENDED TIME AGREEMENTS – SERVICE PERSONNEL

**5000. SPECIAL BOARD ITEMS**

NONE

**6000. DISCUSSION**

- 6023. UPDATE ON CURRENT LEGAL ISSUES – BOARD MAY ELECT TO GO INTO EXECUTIVE SESSION

March 20, 2018

Board of Education  
County of Cabell  
Huntington, West Virginia

Board Members:

The following items are offered for your consideration at the regular meeting of the Board of Education of the County of Cabell scheduled for Tuesday evening, March 20, 2018, at 5:30 p.m., in the Administrative Office of the Board of Education, 2850 Fifth Avenue, Huntington, West Virginia.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the County School System's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item, **Delegations to be Heard**.

Prior to the regular meeting, there will be a reception for the new National Board Certified Teachers.

**1000. INFORMATIONAL ITEMS**

1086. RECOGNITION: NATIONAL BOARD CERTIFIED TEACHERS

By: Kelly Watts, Assistant Superintendent

The Board will recognize four teachers as the newest National Board Certified Teachers. They are:

Maggie Chenoweth – Teacher, Cabell Midland High School  
Gina Gooderham – Teacher, Huntington East Middle School  
Anna Holst – Teacher, Cabell County Career Technology Center  
Amy Roberts – Teacher, Milton Elementary School

1087. PUBLIC HEARING: PROPOSED 2018-2019/2019-2020 SCHOOL CALENDARS

By: Lenora Richardson, Director of the Curriculum and Assessment

1088. UPDATE: INSTRUCTION AND LEADERSHIP SERVICES

By: Kelly Watts, Assistant Superintendent

1089. UPDATE: OPERATIONS

By: Greg Webb, Director of Buildings and Grounds

1090. COMMUNICATIONS FROM THE SUPERINTENDENT

1091. DELEGATIONS TO BE HEARD

**2000. MINUTES, CONTRACTS, POLICIES, AND OTHER ITEMS**

2160. BOARD MEETING MINUTES

Minutes of February 5, 2018 (Expulsion Hearings), February 19, 2018 (Expulsion Hearings), February 20, 2018 (Regular Meeting), February 26, 2018 (Expulsion Hearings), and February 27, 2018 (Special Meeting) are being presented for approval.

2161. CHANGE ORDER #006 FOR BARBOURSVILLE MIDDLE SCHOOL - DAN HILL CONSTRUCTION

The Superintendent recommends approval of change order #006 in the amount of \$4,122.87 for Dan Hill Construction to provide all labor, material, and equipment necessary for installation of under-drain and tie in to existing storm pipe.

Funding source is Excess Bond

2162. CHANGE ORDER #001 FOR CABELL MIDLAND HIGH COOLING TOWER - DOUGHERTY CONSTRUCTION COMPANY

The Superintendent recommends approval of change order #001 with Dougherty Construction Company in the amount of \$1,150.00 to provide all labor, material, and equipment to install a chemical treatment system for the new Cooling Tower at Cabell Midland High School.

Funding source is Permanent Improvement.

2163. NETWORK SERVICES CONTRACT – FRONTIER BUSINESS

The Superintendent recommends approval for contracting wide area network services for all Cabell County Schools locations with Frontier Business. An RFP for these services was publicly advertised and sealed bids were opened on March 6, 2018. Frontier was the sole bid received.

<u>Network Speed</u>	<u>Amount</u>
10 Mbps	\$ 340.00
50 Mbps	\$ 475.00
100 Mbps	\$ 725.00
200 Mbps	\$1,050.00
500 Mbps	\$1,625.00
1 Gbps	\$2,000.00
2 Gbps	\$2,600.00
3 Gbps	\$3,900.00
4 Gbps	\$5,200.00
5 Gbps	\$6,500.00
6 Gbps	\$6,700.00
7 Gbps	\$6,900.00
8 Gbps	\$7,100.00
9 Gbps	\$7,300.00
10 Gbps	\$7,500.00

2164. ATTENDANCE FULL DAY EXEMPTION FOR 2017-2018 SCHOOL YEAR

The Superintendent recommends the Board approve exemption from full day attendance for the following students based on Attendance Policy 5200.

**Huntington High School**  
M.S.  
**Cabell Midland High School**  
B.J. C.S. E.B. G.M. Q.B.

2165. MEAL SUPERVISION AGREEMENT CONTRACTS

The Superintendent recommends approval for the following Meal Supervision Agreement Contracts. School employees may either receive reimbursement for meal supervision or elect to receive a meal in lieu of pay.

<u>SCHOOL</u>	<u>MEAL</u>	<u>REIMBURSEMENT</u>
Huntington East Middle		Stephanie DeRose

2166. SCHOOL TRIP REQUEST – CABELL MIDLAND HIGH SCHOOL

The Superintendent recommends approval of Cabell Midland High School’s trip request for selected choral music students to travel to Charleston, WV on March 8-10, 2018, to participate in the West Virginia Music Educators Association conference and All State Chorus. Two (2) days of school will be missed and eight (8) students along with three (3) chaperones, including county employees Ed Harkless and Phillip Bailey, will be on this trip. Transportation will be provided by the chaperones and parents. Expenses will be paid from school funds. Verbal permission was granted by the Superintendent.

2167. SCHOOL TRIP REQUEST – COX LANDING ELEMENTARY SCHOOL

The Superintendent recommends approval of Cox Landing Elementary School’s trip request for students to travel to Carter Caves in Olive Hill, KY on May 18, 2018 as part of a 5th Grade Educational trip. Thirty-three students will be traveling along with two teachers – Kendy Adams and Marcia Lewis. One (1) day of school will be missed and transportation will be provided by a County Bus. Expenses will be paid from school funds.

2168. SCHOOL TRIP REQUEST – EXPLORER ACADEMY

The Superintendent recommends approval of Explorer Academy’s trip request for students to travel to Kings Island in Mason, OH on May 18, 2018 as part of a 5th Grade Educational trip. Kings Island has an engineering expedition the students will explore. Sixty-five students will be traveling along with six (6) chaperones, including five teachers – Kelly Young, Parry Casto, Danielle Irby, Jamie Davis, and Kim Burgess as well as one (1) administrator – Tammie Watts. One day of school will be missed and transportation will be provided by Charter Bus. Expenses will be paid from school funds.

2169. SCHOOL TRIP REQUEST – HITE-SAUNDERS ELEMENTARY SCHOOL

The Superintendent recommends approval of Hite-Saunders Elementary School's trip request for students to travel to COSI in Columbus, OH on April 13, 2018 as part of a 5th Grade Educational Trip. Thirty-nine students will be traveling along with 13 chaperones, including parents and three teachers from Hite-Saunders – Jamie Layne, Sarah Lemley, Susan McKinley, and two county teachers/school parents – Teri Booten and Laura Blackman. One day of school will be missed and transportation will be provided by Charter Bus. Expenses will be paid from school funds.

2170. APPROVAL OF 2017-2018 CALENDAR REVISION

Due to the recent work stoppage and cancellation of school days, Cabell County Schools has made adjustments to the school calendar to fulfil the necessary student instruction as outlined in the WVDE Calendar Policy. The calendar revision includes five (5) days of accrued instructional time for students and five (5) additional instructional days in the classroom. Employees have been scheduled for all ten (10) days. The Superintendent recommends approval of a calendar revision as presented for the remainder of the 2017-2018 school year (see attachment).

**RECOMMENDATION: The Superintendent recommends the Board approve all items listed in this section.**

**MOTION:**

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**SECOND:**

**VOTE:**

**3000. FINANCIAL**

3044. TREASURER'S REPORT – FEBRUARY, 2018

The Treasurer's Report for the month of February, 2018 is being presented for approval.

3045. VOUCHERS PAYABLE – FEBRUARY, 2018

The Vouchers Payable for the month of February, 2018 are being presented for approval.

**NOTE:** *As per the advisory opinion (A.O. 2012-53) of the West Virginia Ethics Commission, as it relates to Boards of Education, not all travel expense requests arise to a financial interest requiring recusal. The Commission finds that a BOE Member does not have a financial interest requiring recusal under the following circumstances: (1) when three or more BOE Members from the same County attend the same training session, (2) the Superintendent or his or her designee has reviewed and approved the requests for reimbursement; and, (3) it is specifically disclosed on the agenda and during the public meeting that travel expense forms for the elected BOE members are being approved. In contrast, if only one or two BOE Members attend a training session, then the affected Members must recuse themselves when their requests are being considered and voted upon.*

3046. APPROVAL OF TRAVEL EXPENSE REIMBURSEMENT FOR BOARD MEMBERS

The Superintendent recommends that the Board approve the request(s) for travel expense reimbursement for the following Board members:

Fund	Check Number	Check Written To	For	Check Date	Amount of Check
11	33289	Skip Parsons	WVSBA Training	2/27/2018	\$ 211.43

3047. BUDGET SUPPLEMENTS

Fund	Name/Description	JE#	JE Total	Fund Total
11	School Statements January	100	\$ 44,423.65	\$ 44,423.65
51	Bond Surplus Supplements	108	\$ 190,387.02	
	SBA Needs New Highlawn	109	\$ 6,618,539.00	
	New Highlawn Local Match	110	\$6,618,539.00	\$13,427,465.02
61	Highmark Nursing	111	\$ 2,500.00	
	Tools for Schools	112	\$ 402,710.00	\$ 405,210.00

3048. BUDGET TRANSFERS

Fund	Name/Description	JE#	JE Total	Fund Total
11	Fund 11 Transfers	201	\$ 105.78	\$ 105.78
61	Staff Dev	206	\$ 5,575.66	
	Step 7	201	\$ 22,401.53	
	Step 7	200	\$ 50.00	\$ 28,027.19

**RECOMMENDATION:** The Superintendent recommends the Board approve all items listed in this section.

**MOTION:**

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**SECOND:**

**VOTE:**

**4000. PERSONNEL**

**PROFESSIONAL PERSONNEL:**

4155-P. RESIGNATION(S) – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Deborah Bailey Eff: 06/01/18	Meadows Elementary Grade 5	Retirement
Diane Bowsher Eff: 07/01/18	Central City Elementary Data Coach	Retirement
Rose Mary Burck Eff: 07/01/18	Highlawn Elementary Kindergarten	Retirement
Karen Dailey Eff: 07/01/18	Central Office/Multi School Technology Integration Specialist	Retirement
Marion Dailey Eff: 06/01/18	Milton Elementary Kindergarten	Retirement
Miles Duncil Eff: 06/01/18	Huntington High JROTC Instructor	Retirement
Mickey Holley Eff: 06/01/18	Cox Landing Elementary/Multi School, Physical Education, K-5	Retirement
Leo Lake Eff: 07/01/18	Central Office Manager of Service Personnel	Retirement
Marcia Lewis Eff: 06/01/18	Cox Landing Elementary Grade 5	Retirement
Beverly Mills Eff: 06/01/18	Southside Elementary Grade 4	Retirement
Lyle Plymale II Eff: 06/01/18	Huntington High Biology/Science, Grades 9-12	Retirement
Cindy Scarberry Eff: 04/01/18	Milton Middle Social Studies, Grades 6-8	Retirement
Ronald Short Jr. Eff: 07/01/18	Village of Barboursville Music, Grades K-5	Retirement
Rebecca Smith Eff: 07/01/18	Altizer Elementary Kindergarten	Retirement
Rosanna Spurlock Eff: 07/01/18	Salt Rock Elementary Grade 5	Retirement



Kelly Stone Eff: 06/01/18	Spring Hill Elementary Music, Grades K-5	Retirement
Carol Tucker Eff: 07/01/18	Southside Elementary Kindergarten	Retirement
Kathleen Turner Eff: 06/01/18	Huntington High Social Studies, Grades 9-12	Retirement
Judy Wade Eff: 07/01/18	Barboursville Middle Social Studies, Grade 6	Retirement
Kathy Wallace Eff: 06/01/18	Altizer Elementary Reading/Math, Grades K-5	Retirement
Helen Westcott Eff: 06/01/18	Huntington East Middle Science, Grade 6	Retirement
Vicki Williams Eff: 07/01/18	Altizer Elementary Grade 1	Retirement

4156-P. REQUEST(S) FOR LEAVE OF ABSENCE – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Catherine Brewster Eff: 03/05/18 – 06/30/18	Central Office/Multi. Location Hearing Impaired, Grades K-12	Family Leave Intermittent Not to exceed 60 Days
Macey Davis Eff: 03/02/18 – 06/07/18	Cabell Midland High Math, Grades 9-12	Family Leave Not to exceed 60 Days
Colleen Harker Eff: 03/01/18 – 05/08/18	Milton Elementary Grade 1	Family Leave Intermittent Not to exceed 60 Days
Jevon Hayes Eff: 03/04/18 – 06/29/18	Huntington East Middle Social Studies, Grades 6-8	Military Leave
Loretta Hayes Eff: 03/01/18 – 05/08/18	Cabell Midland High Chemistry, Grades 9-12	Family Leave Intermittent Not to exceed 60 Days
James Paxton Eff: 03/08/18 – 06/30/18	Huntington Middle Principal, Grades 6-8	Family Leave Intermittent Not to exceed 60 Days
Andrea Ramsey Eff: 02/21/18 – 04/09/18	Altizer Elementary Counselor, Grades K-5	Medical Leave Not to exceed 60 Days
Andrea Ramsey Eff: 04/10/18 – 06/04/18	Altizer Elementary Counselor, Grades K-5	Medical Leave Intermittent Not to exceed 60 Days

Stephen Reed Eff: 02/09/18 – 06/10/18	Huntington High LD/BD/MI, Grades 9-12	Medical Leave Intermittent Not to exceed 60 Days
Megan Taylor Eff: 03/07/18 – 06/07/18	Cabell Midland Midland Algebra I, Grade 9	Family Leave Not to exceed 60 Days
Charles Thacker Eff: 03/12/18 – 06/04/18	Huntington Middle Assistant Principal, Grades 6-8	Medical Leave Not to exceed 60 Days

4157-P. EMPLOYMENT(S) – PROFESSIONAL PERSONNEL

The following individual(s) bid on, and were awarded, the respective positions below and will assume the position(s) as noted, pending Board action **effective 2018-2019 School Year**.

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Location / Position</u>
P-3210	Seth Thomas Eff: 03/21/18	Huntington High General Science, Grades 9-12
P-3203	Brian Scott *	Cabell County Career Technology Center PE, Grades 9-12, Half-time

\* pending paperwork

4158-P. TRANSFER(S) – TEACHER – PROFESSIONAL PERSONNEL

The following teacher(s) bid on, and were awarded, the respective positions below and will assume the position(s) as noted, pending Board action **effective 2018-2019 School Year unless otherwise noted**.

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Transferred From</u>	<u>Transferred To</u>
P-3209	Jay Sisson	Cabell Midland High Graduation Coach, Grades 9-12	Huntington High Social Studies, Grade 9-12

4159-P. TRANSFER(S) – ADMINISTRATOR – PROFESSIONAL PERSONNEL

The following individual(s) bid on, and were awarded, the respective positions below and will assume the position(s) as noted, pending Board action **effective 2018-2019 school year**.

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Transferred From</u>	<u>Transferred To</u>
P-5184	Kim Alan Cooper Eff: 03/21/18	Milton Elementary Principal, Grades K-5, 225 Day Contract, Salary Dependent upon FTE, Experience and Degree	Central Office Assistant Superintendent of Operations, 261 Day Contract

P-5185	Larry Oyster Eff: 03/21/18	Central Office Director of Technology Services, 261 Day Contract	Central Office Assistant Director of Technology, 261 Day Contract
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4160-P. RESIGNATION(S) - EXTRA-CURRICULAR ASSIGNMENT – PROFESSIONAL PERSONNEL

<u>Name / Effective Date</u>	<u>Location</u>	<u>Position</u>
Diane Bowsher Eff: 07/01/18	Central City Elementary	SYSOP
Marion Dailey Eff: 06/01/18	Milton Elementary	After School Care
Mickey Holley Eff: 06/01/18	Cox Landing Elementary	Wellness Coach
Beverly Mills Eff: 06/01/18	Southside Elementary	After School Care
Kathleen Turner Eff: 06/01/18	Huntington High	After School Detention
Kathy Wallace Eff: 06/01/18	Altizer Elementary	SYSOP

4161-P. EMPLOYMENT(S) – SUBSTITUTE TEACHER – PROFESSIONAL PERSONNEL

Name

Viki Caldwell	Sandra Shafer
Calvin Edwards	James Townsend
Cindy Scarberry	

4162-P. EMPLOYMENT(S) – COACHING – PROFESSIONAL PERSONNEL

<u>Job Posting Number</u>	<u>Name / Effective Date</u>	<u>Location / Sport</u>
P-8237	Amanda Vaughn	Huntington East Middle Girls' Track, Head Coach
P-8241	Aaron McGuffin *	Huntington High Tennis, Volunteer Coach
P-8242	Anthony McClellan	Huntington High Baseball, Volunteer Coach

\* Individual(s) have completed the American Sport Education Program

**SERVICE PERSONNEL:**

4099-S. **REQUEST(S) FOR LEAVE OF ABSENCE – SERVICE PERSONNEL**

<u>Name / Effective Date</u>	<u>Location / Position</u>	<u>Reason</u>
Carrie L. Adkins Eff: 03/01/18 – 06/30/18	Village of Barboursville Elementary Aide	Family Medical Leave Intermittent
Dwayne E. Vance Eff: 03/13/18 – 06/30/18	Maintenance Department Plumber	Medical Leave

4100-S. **EMPLOYMENT(S) – EXTENDED TIME AGREEMENTS – SERVICE PERSONNEL**

<u>Name</u>	<u>Location</u>	<u>Effective Date</u>	<u>Time Required</u>
Jacob Anglin	Huntington East Middle	02/22/18	2 Hours 15 Minutes

**RECOMMENDATION:** The Superintendent recommends the Board approve all items listed in this section.

**MOTION:**

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**SECOND:**

**VOTE:**

**5000. SPECIAL BOARD ITEMS**

NONE

**6000. DISCUSSION**

6023. **UPDATE ON CURRENT LEGAL ISSUES – BOARD MAY ELECT TO GO INTO EXECUTIVE SESSION**

Ryan Saxe  
Superintendent

RS/lp